

Begin forwarded message:

**From:** Heather Boylston <[heather@h-rpr.com](mailto:heather@h-rpr.com)>  
**Subject: Re: Larchmont photo**  
**Date:** April 8, 2016 at 1:08:23 PM PDT  
**To:** carmen zella <[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)>  
**Cc:** Thomas Kneafsey <[tom@metropolitanholding.com](mailto:tom@metropolitanholding.com)>, Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)>, Ann Bridges <[ann.bridges@mac.com](mailto:ann.bridges@mac.com)>

Hi all,

Here is the link to the story that The Larchmont Buzz ran.

<http://www.larchmontbuzz.com/larchmont-village-life/utility-boxes-get-painted/>

Carmen — we were wondering if the utility boxes would benefit from an additional seal for graffiti or if it's already treated for that. Let us know. Thanks!



**Heather Duffy Boylston** / President + CEO, Odd Days  
[heather@h-rpr.com](mailto:heather@h-rpr.com) / 323-397-3446

200 N. Larchmont Blvd.  
Los Angeles, CA 90004  
<http://www.h-rpr.com>



On Apr 1, 2016, at 8:23 AM, carmen zella <[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)> wrote:

I would love to meet all of you! Please take the photo without me as I have to attend to an art installation we have in Burbank that just came up. Sorry to have missed you! I went by the boxes- great artist selection!!!! Looks

beautiful- we are thankful to have been a part of this happening!

On Thursday, March 31, 2016, Heather Boylston <[heather@h-rpr.com](mailto:heather@h-rpr.com)> wrote:

Hi all,

Confirming tomorrow at 10:00. Let's meet at the utility box by Noah's Bagels.



**Heather Duffy Boylston** / President + CEO, Odd Days  
[heather@h-rpr.com](mailto:heather@h-rpr.com) / 323-397-3446

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<http://www.h-rpr.com>



On Mar 29, 2016, at 10:27 AM, Thomas Kneafsey  
<[tom@metropolitanholding.com](mailto:tom@metropolitanholding.com)> wrote:

Good for me  
Tom Kneafsey

---

**From:** Heather Boylston [mailto:[heather@h-rpr.com](mailto:heather@h-rpr.com)]  
**Sent:** Tuesday, March 29, 2016 10:16 AM  
**To:** carmen zella  
**Cc:** Rebecca Hutchinson; Tom Kneafsey; Ann Bridges  
**Subject:** Re: Larchmont photo

Hi all,

The artwork has been installed and it looks great! I'd like dos schedule the photo shoot sometime later this week. Would Friday morning at 10 am work for everyone?

<image001.jpg>

**Heather Duffy Boylston** / President + CEO, Odd Days  
[heather@h-rpr.com](mailto:heather@h-rpr.com) / 323-397-3446

200 N. Larchmont Blvd. Los Angeles, CA 90004  
<http://www.h-rpr.com>



<image003.jpg> <image003.jpg>

On Mar 18, 2016, at 9:27 AM, carmen zella <[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)> wrote:

Hello all,

So sorry - I put a lot of pressure on the printing company to convey why there is a delay. They told me the installer has the prints and should be finalizing by Saturday. They are behind and apologized....

I truly apologize as I'm frustrated and want to see this beautiful art up in your district!

On Wed, Mar 16, 2016 at 11:05 PM, Heather Boylston <[heather@h-rpr.com](mailto:heather@h-rpr.com)> wrote:  
Ann,

John Wellborne from the Larchmont Chronicle may be emailing you for an interview. We are going to have him run the images of your renderings if the artwork is not installed yet. Their deadline is Friday. Let me know if you have any questions about talking to him.  
Thanks!

<image001.jpg>

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[heather@h-rpr.com](mailto:heather@h-rpr.com) / [323-397-3446](tel:323-397-3446)

200 N. Larchmont Blvd. Los Angeles, CA 90004  
<http://www.h-rpr.com>



<image003.jpg> <image003.jpg>

On Mar 16, 2016, at 10:20 PM, [rebecca@h-rpr.com](mailto:rebecca@h-rpr.com) wrote:

Carmen - please reply all to confirm we are canceling tomorrow's 11am photo on Larchmont. I'm assuming the artwork can't be installed between now and then, right?!

Rebecca Hutchinson  
Cell: [\(323\) 646-6406](tel:323-646-6406)

On Mar 16, 2016, at 9:24 PM, Heather Boylston <[heather@h-rpr.com](mailto:heather@h-rpr.com)> wrote:

I just drove by and they are not installed. We were hoping to make deadline by Friday for the local paper.....

<image001.jpg>

Heather Duffy Boylston / President + CEO, Odd Days  
[heather@h-rpr.com](mailto:heather@h-rpr.com) / [323-397-3446](tel:323-397-3446)

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<http://www.h-rpr.com>



<image003.jpg> <image003.jpg>

On Mar 16, 2016, at 3:43 PM, [rebecca@h-rpr.com](mailto:rebecca@h-rpr.com) wrote:

I'm on the road away from Larchmont and unable to check but there was no sign of progress today at 11:30. Please check in with Heather, copied, or [323-397-3446](tel:323-397-3446). Thanks.

Rebecca Hutchinson  
Cell: [\(323\) 646-6406](tel:323-646-6406)

On Mar 16, 2016, at 3:28 PM, carmen zella <[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)> wrote:

Hello Rebecca I'm checking to see if the boxes have been installed? Can you please give me a call back as I can't seem to reach my contact at the printing company.  
[310.406.5055](tel:310.406.5055)

On Monday, March 14, 2016, carmen zella <[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)> wrote:  
Hello Rebecca,

The printers are set to install in the next day or so. I apologize for the delay - and will call again tomorrow to ensure they are on point.

It will only take them one afternoon to finalize.

On Mon, Mar 14, 2016 at 10:31 AM, <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:  
Hi Carmen. There's no sign of the art work on our utility boxes yet. Please LMK status. Is the photo on Thurs still doable?

Rebecca Hutchinson  
Cell: [\(323\) 646-6406](tel:323-646-6406)

--

*["A little inspiration goes a long way"](#)*

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Carmen Zella  
Founder & Creative Director

**Do Art Foundation**

Twitter: [@doartfoundation](#)

Instagram: [DoArTFoundation](#)

[www.facebook.com/doartfoundation](http://www.facebook.com/doartfoundation)

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**310.406.5055**

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*"A little inspiration goes a long way"*

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**310.406.5055**

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***I will be on vacation from April 8th - April 23rd***

---

Carmen Zella

Founder & Creative Director

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**310.406.5055**

Begin forwarded message:

**From:** "Ma'ayan Dembo" <[maayan@doartfoundation.org](mailto:maayan@doartfoundation.org)>

**Subject: Re: Larchmont utility boxes**

**Date:** December 28, 2015 at 1:54:17 PM PST

**To:** Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)>

**Cc:** carmen zella <[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)>, Heather Boylston <[heather@h-rpr.com](mailto:heather@h-rpr.com)>, Tom Kneafsey <[tom@metropolitanholding.com](mailto:tom@metropolitanholding.com)>, Shannon King <[shannon@doartfoundation.org](mailto:shannon@doartfoundation.org)>

Hi all,

Happy holidays! It always takes a bit of time to look through all the submissions and read the artists intensions.

I think we have picked a strong selection from the applicants for the BID to narrow down.

Attached is the deck with the top 11 submissions we received, and the artist statements for each one.

We have set a deadline of January 10th to notify the winner, so let us know if there are any questions! :)

Cheers,  
Ma'ayan

 **Utility Boxes for Larchmont Village**

On Mon, Dec 7, 2015 at 6:09 PM, Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:

Thank you! How exciting.



**Rebecca Hutchinson**/ President + CEO, Even Days

rebecca@h-rpr.com / [323.646.6406](tel:323.646.6406)

200 N. Larchmont Blvd.  
Los Angeles, CA 90004  
<http://www.h-rpr.com>



On Dec 7, 2015, at 1:37 PM, Ma'ayan Dembo  
<[maayan@doartfoundation.org](mailto:maayan@doartfoundation.org)> wrote:

Hi Rebecca,  
We've been really pleased with the submissions so far that we have received.  
Before we pass along our recommendations on Thursday, we would like to get  
payment finalized.  
Shannon, our Director of Operations, will be re-sending out the invoice and  
W9 to you later today.  
Looking forward to seeing who you select :)

-Ma'ayan

On Thu, Nov 12, 2015 at 2:22 PM, carmen zella  
<[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)> wrote:

This is great~

We will try to get the flyer done before then if we are to meet our end of  
January install. With the holidays, we will need time to receive submissions,  
get an approval and install rather quickly.

I would like to start distributing the flyer to artists by the end of next week.

Thank you Rebecca!

Looking forward~

On Thu, Nov 12, 2015 at 12:58 PM, Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:

Hi Carmen, we'd like to use the same copy used in the sample flier you sent! Just replace the Hollywood info with Larchmont Village BID. Let's also add the submission deadline to the flier: December 8

Our logo is attached. If possible, please also include the watercolor (also attached) somewhere in the flier. (It's not really necessary if it's too challenging because we show it on the application.)

URL is [larchmontvillagebid.com](http://larchmontvillagebid.com)

Heather, please confirm we have all the passwords for our site so we can have Christophe create a link to the application from the home page.

We'd like to have this ready to go early next week if possible so artists have plenty of time to submit.

Thanks!  
Rebecca



**Rebecca Hutchinson**/ President + CEO, Even Days

[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com) / [323.646.6406](tel:323.646.6406)

200 N. Larchmont Blvd.  
Los Angeles, CA 90004  
<http://www.h-rpr.com>



On Nov 6, 2015, at 8:13 AM, carmen zella  
<[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)> wrote:

Hello Rebecca,

Here is an example of other fliers that were created and branded to fit this District.

To answer your question, YES - we would go back to the drawing board or solicit specific artists that we like in this case!

Best!



On Thu, Nov 5, 2015 at 2:54 PM, Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:

Ma'ayan and Carmen — I'm awaiting final approval on this — will have it to you asap.

One question that came up: what if our board doesn't like any of the submissions? I'm sure this is HIGHLY unlikely, given your outlined process and two of the artists we know who are interested in submitting, but would we go back to the drawing board with submissions and gather more?



**Rebecca Hutchinson**/ President + CEO, Even Days

[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com) / [323.646.6406](tel:323.646.6406)

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Los Angeles, CA 90004  
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On Nov 4, 2015, at 1:48 PM, Ma'ayan Dembo  
<[maayan@doartfoundation.org](mailto:maayan@doartfoundation.org)> wrote:

[Updated!](#)

On Tue, Nov 3, 2015 at 5:09 PM, Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:

Thanks! There isn't a reference to the watercolor I had attached. Is that intentional or is there a way to let artists know that's what's already on the street?

I also realized I didn't attach the higher res logo — here you go. Is that high enough?

Timeline looks good!



**Rebecca Hutchinson**/ President + CEO, Even Days

rebecca@h-rpr.com / [323.646.6406](tel:323.646.6406)

200 N. Larchmont Blvd.  
Los Angeles, CA 90004  
<http://www.h-rpr.com>



On Nov 3, 2015, at 3:03 PM, carmen zella  
<[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)> wrote:

Hello Rebecca & Heather~

We have modified the survey - please see your notes implemented.  
[Here](#)

How are these dates?

The timeline would go as follows:  
Submission deadline - December 8th  
Selection decided by - January 10th  
Installation finished by - January 23rd

Best!

On Tue, Nov 3, 2015 at 8:06 AM, [Heather@h-rpr.com](mailto:Heather@h-rpr.com) <[heather@h-rpr.com](mailto:heather@h-rpr.com)> wrote:

I think you covered it all, Rebecca. Thanks



**Heather Duffy Boylston** / President + CEO, Odd Days  
[heather@h-rpr.com](mailto:heather@h-rpr.com) / [323-397-3446](tel:323-397-3446)

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<http://www.h-rpr.com>



On Nov 3, 2015, at 7:57 AM, Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:

Thank you, Ma'ayan! This looks great. A couple things:

— there are 2 places where Larchmont Village is referred to as “the” Larchmont Village. Please just take out “the”. It’s here and in the next line: **What is your favorite aspect of the Larchmont Village?** \*

— we would like to be sure artists are aware of the BID’s description of our village, listed here <http://larchmontvillagebid.com/index.php>, and the artwork that’s already on the side of the Big Belly trash and recycling bins on the street (see attached)

— for the timeline, we’d like to have this installed in January instead of December. It might get lost in the holiday shuffle of all the things we have going on in the Village around Christmas if we install the art on 12/23

Heather and Tom, do you have anything to add?

Thank you!  
Rebecca



**Rebecca Hutchinson**/ President + CEO, Even Days

[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com) / [323.646.6406](tel:323.646.6406)

200 N. Larchmont Blvd.  
Los Angeles, CA 90004  
<http://www.h-rpr.com>



On Nov 2, 2015, at 1:24 PM, Ma'ayan Dembo  
<[maayan@doartfoundation.org](mailto:maayan@doartfoundation.org)> wrote:

Hi Rebecca, Heather, and Tom,

[Here](#) is the Larchmont Village BID Utility Box survey that we will send out and promote as a call to artists.

Let me know if there are any comments or suggestions for the survey. I would like to use a higher-resolution photograph of the BID's logo, so please send one my way.

The timeline would go as follows:  
Submission deadline - November 18th  
Selection decided by - November 25th  
Installation finished by - December 23rd

Thank you very much,  
Ma'ayan Dembo

On Wed, Oct 28, 2015 at 1:30 PM, Rebecca Hutchinson  
<[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:

Wonderful, thanks! And you will send us an invoice, right?



**Rebecca Hutchinson**/ President + CEO, Even Days

[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com) / [323.646.6406](tel:323.646.6406)

200 N. Larchmont Blvd.  
Los Angeles, CA 90004  
<http://www.h-rpr.com>



On Oct 28, 2015, at 11:46 AM, carmen zella  
<[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)> wrote:

Hello Rebecca!

Here is the countersigned!

From here we will customize the application form for  
Larchmont Village and place on websites and flyer - and set up  
a calendar for submissions and applications, and installation!

On Tue, Oct 27, 2015 at 4:20 PM, <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:  
Hi - Here's the signed agreement.

Begin forwarded message:

:

**From:** carmen zella <[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)>

**Date:** October 23, 2015 at 2:51:06 PM PDT

**To:** Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)>

**Subject: Re: Larchmont utility boxes**

Hello Rebecca,

Please see the revised document.

Best!

On Thu, Oct 22, 2015 at 11:57 AM, Rebecca Hutchinson  
<[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:

Thanks, great!

Just a couple changes before I send to our ED:

— please change the official name of our BID to Larchmont  
Village BID (the “village” is missing in the doc)

— date says 9/10/15 in “Ownership” section — need to change

Thanks.

|

|

Rebecca Hutchinson/ President + CEO, Even Days

[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com) / [323.646.6406](tel:323.646.6406)

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<http://www.h-rpr.com>

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On Oct 22, 2015, at 8:43 AM, carmen zella  
<[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)> wrote:

<DOART\_DealMemo\_LarchmontUtilityBoxes.pdf>

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*"A little inspiration goes a long way"*

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Carmen Zella

Founder & Creative Director  
**Do Art Foundation**

Twitter: [@doartfoundation](https://twitter.com/doartfoundation)

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**310.406.5055**

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**[310.406.5055](#)**

<doc02111220151027152622.pdf>

<Larchmont\_PanelArt\_052913b.tiff>

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["A little inspiration goes a long way"](#)

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<LVBID\_Logo\_012314\_FINAL.png>

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["A little inspiration goes a long way"](#)

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**[310.406.5055](#)**

<SVBID Utility Box Art - Call for Artists V4.jpg>  
<LVBID\_Logo\_012314\_FINAL.png> <Larchmont\_PanelArt\_052913b.tiff>

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["A little inspiration goes a long way"](#)

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**[310.406.5055](tel:310.406.5055)**

Begin forwarded message:

**From:** Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)>

**Subject: Re: Larchmont utility boxes**

**Date:** January 15, 2016 at 1:35:10 PM PST

**To:** Ma'ayan Dembo <[maayan@doartfoundation.org](mailto:maayan@doartfoundation.org)>, carmen zella  
<[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)>

**Cc:** Heather Boylston <[heather@h-rpr.com](mailto:heather@h-rpr.com)>, Tom Kneafsey  
<[tom@metropolitanholding.com](mailto:tom@metropolitanholding.com)>, Shannon King <[shannon@doartfoundation.org](mailto:shannon@doartfoundation.org)>

Hello! Our BID Board met and we have decided on Ann Bridges for the Larchmont utility boxes. We would like to see her color version. We all really like her artwork and how it we imagine it will look on Larchmont! A big factor in our decision is that she said in her artist statement that she works in the area. We also know our BID colleague at Wilshire Center has had a great experience working with her.

Tied for a close second were Paige Emery (her building images) and Mimi Haddon (love her kaleidoscopes) although we would have asked her to create a version for us in blues/greens vs. pinks.

I'm happy to elaborate further on our decision if you'd like.

Please let me know the next step and thanks so much for everything! We were thrilled with the options.





**Rebecca Hutchinson**/ President + CEO, Even Days

[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com) / 323.646.6406

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 **Utility Boxes for Larchmont Village**

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Thanks!  
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**Rebecca Hutchinson**/ President + CEO, Even Days

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Best!

On Thu, Nov 5, 2015 at 2:54 PM, Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:

Ma'ayan and Carmen — I'm awaiting final approval on this — will have it to you asap.

One question that came up: what if our board doesn't like any of the submissions? I'm sure this is HIGHLY unlikely, given your outlined process and two of the artists we know who are interested in submitting, but would we go back to the drawing board with submissions and gather more?



**Rebecca Hutchinson**/ President + CEO, Even Days

[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com) / [323.646.6406](tel:323.646.6406)

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On Nov 4, 2015, at 1:48 PM, Ma'ayan Dembo  
<[maayan@doartfoundation.org](mailto:maayan@doartfoundation.org)> wrote:

[Updated!](#)

On Tue, Nov 3, 2015 at 5:09 PM, Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:

Thanks! There isn't a reference to the watercolor I had attached. Is that intentional or is there a way to let artists know that's what's already on the street?

I also realized I didn't attach the higher res logo — here you go. Is that high enough?

Timeline looks good!



**Rebecca Hutchinson**/ President + CEO, Even Days

rebecca@h-rpr.com / [323.646.6406](tel:323.646.6406)

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On Nov 3, 2015, at 3:03 PM, carmen zella  
<[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)> wrote:

Hello Rebecca & Heather~

We have modified the survey - please see your notes implemented.  
[Here](#)

How are these dates?

The timeline would go as follows:  
Submission deadline - December 8th  
Selection decided by - January 10th  
Installation finished by - January 23rd

Best!

On Tue, Nov 3, 2015 at 8:06 AM, [Heather@h-rpr.com](mailto:Heather@h-rpr.com) <[heather@h-rpr.com](mailto:heather@h-rpr.com)> wrote:

I think you covered it all, Rebecca. Thanks



**Heather Duffy Boylston** / President + CEO, Odd Days  
[heather@h-rpr.com](mailto:heather@h-rpr.com) / [323-397-3446](tel:323-397-3446)

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On Nov 3, 2015, at 7:57 AM, Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:

Thank you, Ma'ayan! This looks great. A couple things:

— there are 2 places where Larchmont Village is referred to as “the” Larchmont Village. Please just take out “the”. It’s here and in the next line: **What is your favorite aspect of the Larchmont Village?** \*

— we would like to be sure artists are aware of the BID’s description of our village, listed here <http://larchmontvillagebid.com/index.php>, and the artwork that’s already on the side of the Big Belly trash and recycling bins on the street (see attached)

— for the timeline, we’d like to have this installed in January instead of December. It might get lost in the holiday shuffle of all the things we have going on in the Village around Christmas if we install the art on 12/23

Heather and Tom, do you have anything to add?

Thank you!  
Rebecca



**Rebecca Hutchinson**/ President + CEO, Even Days

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On Nov 2, 2015, at 1:24 PM, Ma'ayan Dembo  
<[maayan@doartfoundation.org](mailto:maayan@doartfoundation.org)> wrote:

Hi Rebecca, Heather, and Tom,

[Here](#) is the Larchmont Village BID Utility Box survey that we will send out and promote as a call to artists.

Let me know if there are any comments or suggestions for the survey. I would like to use a higher-resolution photograph of the BID's logo, so please send one my way.

The timeline would go as follows:  
Submission deadline - November 18th  
Selection decided by - November 25th  
Installation finished by - December 23rd

Thank you very much,  
Ma'ayan Dembo

On Wed, Oct 28, 2015 at 1:30 PM, Rebecca Hutchinson  
<[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:

Wonderful, thanks! And you will send us an invoice, right?



**Rebecca Hutchinson**/ President + CEO, Even Days

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On Oct 28, 2015, at 11:46 AM, carmen zella  
<[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)> wrote:

Hello Rebecca!

Here is the countersigned!

From here we will customize the application form for  
Larchmont Village and place on websites and flyer - and set up  
a calendar for submissions and applications, and installation!

On Tue, Oct 27, 2015 at 4:20 PM, <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:  
Hi - Here's the signed agreement.

Begin forwarded message:

:

**From:** carmen zella <[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)>

**Date:** October 23, 2015 at 2:51:06 PM PDT

**To:** Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)>

**Subject: Re: Larchmont utility boxes**

Hello Rebecca,

Please see the revised document.

Best!

On Thu, Oct 22, 2015 at 11:57 AM, Rebecca Hutchinson  
<[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)> wrote:

Thanks, great!

Just a couple changes before I send to our ED:

— please change the official name of our BID to Larchmont  
Village BID (the “village” is missing in the doc)

— date says 9/10/15 in “Ownership” section — need to change

Thanks.

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On Oct 22, 2015, at 8:43 AM, carmen zella  
<[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)> wrote:

<DOART\_DealMemo\_LarchmontUtilityBoxes.pdf>

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*"A little inspiration goes a long way"*

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Carmen Zella

Founder & Creative Director  
**Do Art Foundation**

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["A little inspiration goes a long way"](#)

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<doc02111220151027152622.pdf>

<Larchmont\_PanelArt\_052913b.tiff>

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["A little inspiration goes a long way"](#)

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<LVBID\_Logo\_012314\_FINAL.png>

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["A little inspiration goes a long way"](#)

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<SVBID Utility Box Art - Call for Artists V4.jpg>  
<LVBID\_Logo\_012314\_FINAL.png> <Larchmont\_PanelArt\_052913b.tiff>

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**Subject: Re: Larchmont utility boxes**

**Date:** November 3, 2015 at 8:06:35 AM PST

**To:** Rebecca Hutchinson <[rebecca@h-rpr.com](mailto:rebecca@h-rpr.com)>

**Cc:** Ma'ayan Dembo <[maayan@doartfoundation.org](mailto:maayan@doartfoundation.org)>, carmen zella  
<[carmen@doartfoundation.org](mailto:carmen@doartfoundation.org)>, Tom Kneafsey <[tom@metropolitanholding.com](mailto:tom@metropolitanholding.com)>

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